

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem. 2. The second step is to define the objectives and goals of the project. This involves determining what you want to achieve and how you will measure success. 3. The third step is to develop a plan of action. This involves identifying the tasks that need to be completed and the resources that will be required. 4. The fourth step is to implement the plan. This involves putting the plan into action and monitoring progress. 5. The fifth step is to evaluate the results. This involves assessing the outcomes of the project and determining whether the objectives have been met. 6. The sixth step is to report on the results. This involves communicating the findings of the project to the relevant stakeholders. 7. The seventh step is to reflect on the process. This involves thinking about what worked well and what could be improved for future projects. 8. The eighth step is to share the results. This involves making the findings of the project available to others who may be interested. 9. The ninth step is to celebrate success. This involves acknowledging the achievements of the team and celebrating the completion of the project. 10. The tenth step is to learn from the experience. This involves reflecting on the lessons learned from the project and applying them to future work.

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Class	Subclass	Date	Examiner

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